



# 266<sup>th</sup> Finance Command Reintegration Briefing



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# References

- Joint Travel Regulation
- Joint Federal Travel Regulation
- DoD Financial Regulation, Volume 7A



# UNCLASSIFIED Topics

- Final TDY Settlement Voucher
- Stopping Deployed Entitlements
- Verifying Entitlement Stops
- Savings Deposit Program (SDP)
- W2 Requests
- COLA & Redeployments



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# Final TDY Settlement Voucher

- Deployed Soldiers earn \$3.50 per day for travel incidental expenses while deployed OCONUS
  - Finance will pay a lump sum payment for incidental expenses on the final travel settlement voucher
- Must Include the Following with Travel Voucher (DD Form 1351-2):
  - Copies of TCS orders and all amendments
  - Copies of all receipts over \$75
  - Copies of all paid intra-theater TDY settlement vouchers
  - Annotate and include a copy of all travel advances
  - Annotate leave days on the travel voucher and include a copy of all leave forms if leave was taken during the duration of the deployment
- The settlement voucher will be completed at the finance briefing during the reintegration phase.

# Stopping Deployed Entitlements

- Deployed Finance Offices Stop Following:
  - Hostile Fire Pay (HFP)
  - Combat Zone Tax Exclusion (CZTE)
  - Hardship Duty Pay-Location (shown as “Save Pay” for Active Component Soldiers and as “Other Credits” for Reserve Component Soldiers on the Leave and Earnings Statement)

# Stopping Deployed Entitlements

- USAREUR Finance Offices Stop Following:
  - Basic Allowance for Subsistence (BAS)
    - BAS collections will resume beginning the date the Soldier is issued a meal card
    - Commanders must submit a DA Form 4187 to finance in a timely manner to resume the discount meal deductions for meal card holders
  - Family Separation Allowance (FSA)
    - Shown on LES as “FSH” for Active Component Soldiers and as “FAM SEP ALWS” for Reserve Component Soldiers
    - FSA stops are effective the day prior to arrival at home station

# Verifying Entitlement Stops

- Finance Battalions will conduct audits and collect money paid to Soldiers for which they were not entitled
- In order to avoid potential financial hardship, Soldiers must notify finance if they are receiving deployed entitlements after arriving back to their home stations
- Unit commanders/1SGs must also pay careful attention to the Unit Commanders Finance Report (UCFR) to ensure Soldiers are properly paid

# Savings Deposit Program (SDP)

- Stop Allotment:
  - Soldiers must stop SDP allotments because they will not stop automatically
- Withdraw Funds in SDP:

NLT 90 days after departing the combat zone (no interest accrues after 90 days)

Soldier must write to DFAS to withdraw funds:

DFAS-CL  
ATTN: Code FMCS  
1240 East 9<sup>th</sup> Street  
Cleveland, OH 44199-2055

  - Retain a copy of the packet sent to DFAS in case it is lost or misplaced





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# W2 Requests

- **Print via myPay Account Online**
- **If Soldier can't access myPay account, do the following**
  - **Soldier must submit request to Unit S1/PAC**
  - **Unit S1/PAC will batch requests and submit to servicing Finance Office**
  - **Finance will process and return to the Unit S1/PAC**



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# COLA & Redeployments

- If family returned to CONUS and stayed away longer than 30 days, COLA changed to the “without dependent” rate
  - Unit should have submitted DA Form 4187 to change COLA entitlement to “without dependent” rate
- If family returns to OCONUS PDS and is still command sponsored, rate changes back to “with dependent”
  - Soldier/unit must submit another DA Form 4187 to change COLA entitlement back to “with dependent” rate